This bulletin is intended for colleges, schools and other providers. You can read other articles for academies in the full version of the e-bulletin on our website.

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How to contact us and change your subscription details
Information: 16-19 Bursary Fund additional funding

We asked institutions with an allocation of the 16-19 Bursary Fund to submit an in-year 2012/13 management information (MI) return by 31 October 2012.

This return told us how many students you had enrolled who are in one of the defined vulnerable groups.

We have now reviewed all returns that we received by the deadline. We will use the data to allocate additional funding. This funding is for providers whose total allocation did not meet the cost of awards to vulnerable students for the 2012/13 academic year. The additional funding will also ensure that providers have 35 per cent of their total allocation available for discretionary bursaries.

We have also identified providers who have a ‘significant’ increase in student numbers. We will allocate additional funding to these providers.

During early December we will issue contract variations to confirm the additional amount that we have awarded and a revised payment schedule.

We have sent local authorities notification of any increases to the existing allocations for the maintained and special schools in their area. We will also email each institution who has been awarded an increase and explain how this increase has been calculated.

If you receive a contract variation you must sign and return it by 6 January 2013. This will allow us to pay two-thirds of the additional money that month. The remaining third will be paid with the scheduled payment in April 2013.

Where contract variations are returned after 6 January, the payment date will vary depending on when the document is received. If you have any questions, please email us: 1619bursaryfund.EFA@education.gsi.gov.uk

We will continue to meet the costs of supporting any students who are found to be in one of the defined vulnerable groups later in the academic year.

If you find you have more vulnerable group students than you have funding for, you can request additional funding by emailing 1619bursaryfund.EFA@education.gsi.gov.uk

We will pay additional funding for requests received between 1 November 2012 and 28 February 2013 in April 2013. The process is explained in the document Process and timescales for 16-19 Bursary Fund payments and MI returns 2012/13.
Update: High Needs Students - post-16 funding reform

One major aspect of the current funding reforms is to bring together all funding for pupils and students with high cost additional needs using common principles, in which local authorities will be both commissioner and funder. In our last e-bulletin, we promised to provide further information on the timeline for the High Needs post-16 reform programme.

On 30 November, we will email independent specialist providers and non-maintained special schools with their shadow allocations.

We will also email an EFA contract - core funding (element 1) and additional support (element 2) - for comment to the National Association of Independent Schools and Non-Maintained Special Schools (NASS) and non-maintained special schools. This will shortly be available on our website. The closing date for response is 31 December.

On 7 December, we will write to special schools and special academies by email. We will also issue provisional High Needs Student numbers by institution to local authorities (LAs), again by email. If an LA wishes to allocate more places, they should notify the EFA by 12 December.

Also on 12 December, we will issue provision High Needs Student numbers by LA to institutions by email.

LAs and the Local Government Association have stressed the need for LAs to have confirmed budgets as soon as possible. We are therefore bringing forward the setting of LA budgets to December.

We will use the baselines we are able to establish following the recent exercise with LAs on HNS student numbers. Therefore, the LA Dedicated Schools Grant allocation in December will include the final 2013-14 Financial Year allocation for the High Needs Block, including the post-16 element.

Directors of Children’s Services are asked to sign off their HNS data by 21 December. No further changes will be possible after this time.

Further information on this programme will be made available on our website.

Update: Building Condition Improvement Fund

Applications for the sixth-form college Building Condition Improvement Fund (BCIF) for 2013-14 are now open. You can find information on how to apply on our website.

Only designated sixth-form colleges are eligible to apply for this fund, which now incorporates the Capital Expansion Fund.
Sixth-form colleges may apply to improve building condition and to increase space. We will prioritise applications so funds are allocated where there are the highest levels of need.

We must receive completed applications no later than 31 January 2013.

**Information: Youth Contract – data sharing**

Prime contractors delivering the Youth Contract programme for 16 and 17-year-olds work closely with local authorities to enable the engagement in education and training of young people in their areas.

To facilitate data sharing between local authorities and Primes, the EFA issued a covering letter and note to local authorities on 29 November 2012 setting out the legal position and expectations on this matter.

You can access the covering letter and note on our website.

**Consulation: Change to final ILR return**

_The information authority_ has opened a new consultation on a proposal to return all 2012/13 ILR data by Friday 27 September 2013 - seven weeks earlier than currently planned. There is a very strong case to bring the closing date forward for the final return in 2012/13, the R15.

_The information authority_ believes it is something that the sector should support, because it will help to secure funding for the sector. For this change to be implemented, there are several barriers that will need to be overcome.

_The information authority_ want to gather views from the sector on what the main barriers are and what can be done to help enable an earlier collection date.

**Information: Fair Access Protocols**

The Department for Education has published advice about Fair Access Protocols. It is aimed at local authorities and schools – including academies.

The advice will help ensure that local protocols are applied fairly and effectively at a local level.

Partners including the Local Government Association, individual local authorities, head teachers and principals have worked together to produce it.

The clear expectation of the Secretary of State is that Academies and local authorities work together to identify a school place for children that have had difficulty finding one.
The advice explains the process that local authorities and Academies should follow in those exceptional circumstances when cases cannot be resolved locally and a direction is requested from the Secretary of State.

Every local authority is required to have in place a Fair Access Protocol which reflects a locally agreed set of arrangements that set out how a child without a school place is found a place quickly.

Action: Download your 2011/12 documents

The Information Management Portal (IMP) is our website for exchanging documents with education providers including academies.

You can access your latest EFA documents using IMP, however we will remove out of date documents regularly.

Our first clear-out of old documents (such as funding documents for 2011/12) will happen on 14 December 2012. If you would like keep any old EFA documents for your records, please ensure that you have downloaded them by this time.

If you cannot remember your password, contact your 16-19 territorial team.

Reminder: Information security

Please remember that we cannot send any institution-level or operational information to private email addresses such as Hotmail or Gmail.

It’s fine to sign up for the e-bulletin using these addresses as the bulletin is published for all to see, but we cannot use them for anything that might involve secure data.

Information: 2015 Key Stage 4 performance tables: inclusion of 14-16 qualifications

The Department for Education has recently published the list of 117 non-GCSE/iGCSE qualifications that will count in the 2015 Key Stage 4 performance tables. The list affects courses taught from September 2013.
The 2015 performance tables will include only qualifications that are on the published list. Each qualification will count as equivalent to no more than one GCSE. A maximum of two qualifications from the list can be included in performance measures.